

## FAQs -SABG Non-Competing Continuation Grant Application

For SFY2022, current SABG grantees identified to be in good standing, will not be required to submit a full grant application to determine eligibility for funding. Instead, eligible grantees (as identified by ODP) need only to submit an abbreviated ***Non-Competing Continuation Grant Application*** for consideration of continued funding for the next grant period.

### What are Non-Competing Continuation Grant Applications?

Non-Competing Continuation Grant Applications are applications that continue existing programs.

### How do I know if I am eligible for Continuation Grant Funding?

ODP will notify eligible grantees of their status on February 1, 2021, 5:00 PM (MST).

- Eligibility for Continuation funding is contingent upon:
  - Availability of Federal and State appropriations;
  - History of timely submission of all required quarterly reports;
  - Compliance with all terms and conditions of current grant award;
  - Adherence to current year approved action plan/Successful program delivery.

### What is the deadline for submission of the Continuation Grant Application?

The deadline for submission of the completed **Continuation Grant Application** is 5:00 PM (MST) on **Monday, March 15, 2021. Late proposals will not be accepted.**

### What is the Continuation Grant Application process?

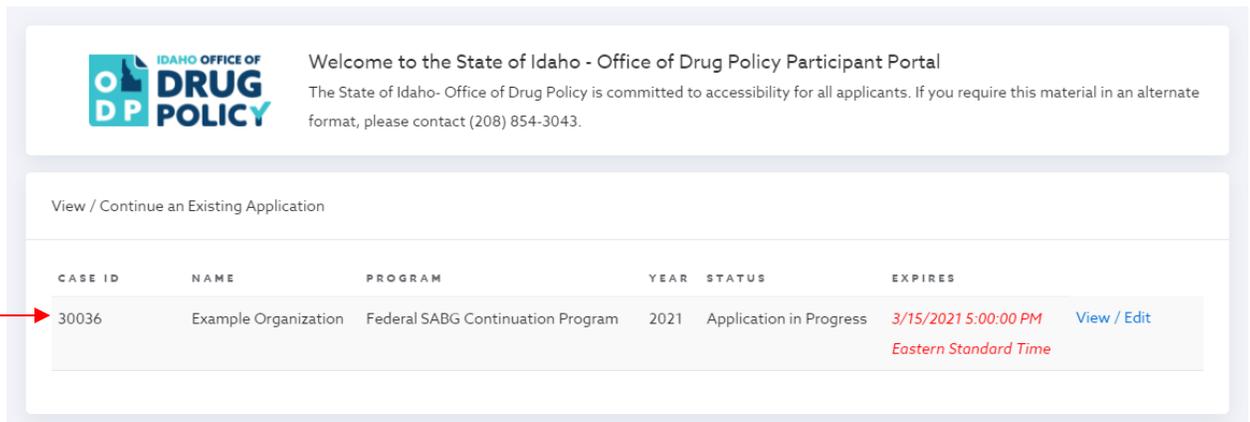
ODP will release the SFY2022 SABG Continuation Application on **02/01/2021**.

All necessary documents must be completed in full and submitted electronically on-line via the **Neighborly Software system, found here: <https://portal.neighborlysoftware.com/ODPIDAHO/Participant>**

- **Step 1: Register Your Account**
  - **Important** – When registering, please use the primary email address that is associated with the grant – which is the email address to which the SABG Continuation Grant Application notification email was sent. If the Continuation Application will be completed under a different email address, please notify Marianne King prior to registration.
  - To learn how to register a new account, click here.

The screenshot shows the registration interface for the Idaho Office of Drug Policy (ODP) Participant Portal. On the left, the ODP logo is displayed with the tagline 'policy · partnership · prevention'. Below the logo, a welcome message is followed by a note for new applicants: 'New applicants must first register their account before signing in to the portal'. A red arrow points from the 'click here' link in this note to the 'Register' tab on the right-hand side of the page. The 'Register' tab is active, showing a form with the following fields: Email Address, Re-enter Email Address, First Name, Last Name, Password, and Re-enter Password. A blue 'Continue' button is located at the bottom of the form.

- **Step 2: Select the Application for your Program**



The screenshot shows the 'IDaho OFFICE OF DRUG POLICY' logo and a welcome message. Below the header, there is a link to 'View / Continue an Existing Application'. A table lists application details with columns for Case ID, Name, Program, Year, Status, Expires, and a 'View / Edit' link. A red arrow points to the first row of the table.

CASE ID	NAME	PROGRAM	YEAR	STATUS	EXPIRES	
30036	Example Organization	Federal SABG Continuation Program	2021	Application in Progress	3/15/2021 5:00:00 PM Eastern Standard Time	<a href="#">View / Edit</a>

- **Step 3: Complete Application**

### **What information will be required for the Continuation Grant Application?**

The **Continuation Grant Application** includes the following required information:

1. **Organization Information/Fiscal Information** (if applicable)
2. **Capacity Building.** Agency and staff qualifications.
3. **Program Information** for each individual program proposed to include:
  - a. Planning
  - b. Implementation
  - c. Budget
4. **Evaluation**
5. **Signed Statement of Assurances** (signed by authorized representative)

Additional information can be found at [prevention.odp.idaho.gov/sabg-continuation-application](http://prevention.odp.idaho.gov/sabg-continuation-application).